Call to Order:
The meeting was called to order at 11:03 a.m. by Kimberly Page, Chair.

Roll Call:

MEMBERS PRESENT:
Dana Atkins, Licensed Cosmetologist and Electrologist
Kimberly Page, Licensed Cosmetologist
Richard Mosley, Licensed Cosmetologist
Nicole Schultz, Public Member
Don Nguyen, Public Member
Richard Sheriff, Licensed Cosmetologist
Mary Clausen, Licensed Cosmetologist

STAFF PRESENT:
Susan Reynolds, Board Executive
Dave VanCompernolle, AAG
Barb Huey, Bureau Chief
Marvin Firch, Education and Outreach Coordinator
Barb Christiansen, Administrative Assistant

PUBLIC PRESENT:
Linda Ring, EQ School of Hair Design, Council Bluffs
Julie Mead, EQ School of Hair Design, Council Bluffs
Cynthia Hummel, La’James International College, Johnston

Review of the Agenda: There were no changes to the agenda.

Approval of Minutes:
A motion was made by Atkins to approve the April 9, 2012 meeting minutes. A second was received from Mosley. All ayes, opposed none, motion carried.
A motion was made by Atkins to approve the October 1, 2012, and October 2, 2012, meeting minutes. A second was received from Schultz. All ayes, opposed none, motion carried.

**Public Comment:**
No public comment.

**Reports:**
Board Executive: Quarterly board meetings for 2013 are scheduled for January 14th, April 8th, July 8th and October 14th.

Bureau Chief: No report.

**New Business:**
Salon Self-Assessment Inspection Sheet – Marvin Firch gave an overview of the new inspection form. The board made recommendations for changes. The form will be included with the wallet cards during the next renewal period. AAG VanCompernolle thought it was a good document and addressed most of the discipline problems the board sees frequently.

Barber and Cosmetology Continuing Education Rules & Law Requirements – The barber board agreed that barbers can earn their one hour of law by attending a cosmetology continuing education session as long as Chapter 22 of the administrative rules is covered.

Salons with Disciplinary Action Pending: Board executive reported that owners with pending discipline against their salons sell to parties without disclosing they have discipline. New owners are unable to obtain a license for the salon because administrative rules prohibit licensing a salon with discipline. Don Nguyen stated the board is taking too much time before charges are brought against the salons. AAG VanCompernolle suggested foregoing the back log of cases. Nguyen thinks the board should have a timeline that is used for pushing the cases through the system. The high volume of complaints plays a big role in the time lag. Nguyen suggested the board review the cases that are not being licensed because of pending discipline and expedite the cases.
Old Business:
Enabling Additional PSI Exam Sites: Board executive asked members if they wanted to add additional exam sites. Board agreed that more test sites are needed in Dubuque and the Quad Cities.

Committee Reports: Report from Rules Committee tabled.

Administrative Rules:
Revisions to IAC645-61.12-15 – Board reviewed questions on clarification from the code editor’s office. Questions on electrology were referred to Dana Atkins who requested that she be allowed more time to do research. She will follow-up with the board executive. The rules were re-filed on October 12, 2012; public hearing is scheduled for November 20, 2012.

IAC 60.9(157) Temporary Permits – Discussion on the limitation of permits that can be issued on an annual basis. Many licensees who provide cosmetology and make-up services off-site exceed the four permits allowed under the current administrative rule. Board executive will gather statistical information on the number of permits issued during 2012. Board agreed that the limit of four permits should be withdrawn. Need clarification from Revenue and Finance on the definition of “not for profit.” Board referred the issue to the Rules Committee for review.

Applications:
H&M Nail Academy – AAG VanCompernolle recommended a one year waiver in case the new rules are not approved. The board will not approve a permanent waiver. Board executive stated that H&M does not meet the physical requirements in accordance with existing or new rules. Recommended granting a provisional waiver, H&M will need to comply with all requirements when the new rules are approved.

A motion was made by Nguyen to approve the requested waiver only through June 30, 2013. This approval is conditional upon compliance with all application requirements at the time of renewal and will not include any kind of grandfathering. A second was received from Mosley. All ayes, opposed none, motion carried.
Closed Session:
A motion was made by Page to go into closed session at 1:05 p.m. to discuss confidential material related to applications and complaints according to Iowa Code Chapter 21.5(1) a and d. A second was received from Atkins. Roll call taken.
Page - aye
Atkins - aye
Nguyen - aye
Mosley - aye
Sherrif - aye
Clausen - aye
Schultz - aye
Motion Carried

Board returned to open session at 2:46 p.m. and took the following action on closed session discussion:

A motion was made by Page to rescind statement of charges on cases #09-039, #10-093, #11-005, #11-015, #11-020, and #11-025. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to rescinded statement of charges on the following cases: #08-082, #11-200, #10-113. A second was received from Schultz. All ayes, opposed none, motion carried.

A motion was made by Page to close the following cases: #11-005, #11-015, #11-020 and #11-025. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to file statement of charges on cases #11-004 and #11-161. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to approve the Findings of Fact, Conclusions of Law, Decision and Order for case #11-019. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to approve the Stipulation and Consent Order for case #09-072. A second was received from Sheriff. All ayes, opposed none, motion carried.
A motion was made by Page to rescind case #11-200 from the previous motion made to rescind statement of charges. A second was received from Atkins. All ayes, opposed none, motion carried.

A motion was made by Page to file statement of charges on case #11-200. A second was received from Atkins. All ayes, opposed none, motion carried.

**Adjournment:**
A motion was made by Page to adjourn the meeting at 2:53 p.m. A second was received from Atkins. All ayes, opposed none, motion carried.